

**Mid & West Wales  
Supporting People Programme  
Regional Collaborative Committee**

**Thursday, 7 June 2018, 10:00am  
The Plough Inn, Rhosmaen, Llandeilo SA19 6NP**

**Present:**

RCC Members:

Cllr Catherine Hughes, Outgoing Chair (CH)	Ceredigion CC
Dr Gareth Morgan (GM)	Hywel Dda University Health Board
Cllr Jane Tremlett (JM)	Carmarthenshire CC
Jason Smith (JS)	Family Housing Association
Cllr. Alun Williams (AW)	Ceredigion CC
Cllr. James Evans (JE)	Powys CC
David Harris (DH)	OPCC
Simon Inkson (SI)	Powys CC
Rachael Eagles (REa)	CALANDVS
Cerys Purches-Philipps	Ceredigion CC
Rachel Parkinson (RP)	Carmarthenshire CC
Necia Lewis (NL)	Hafan Cymru

Presenters

Michael Smith (MS)	Regional Cohesion Coordinator
Martyn Palfreman (MP)	Regional Partnership Board

RCC Advisor:

Alun Jones (AJ)	Carmarthenshire CC
Joy James (JJ)	Pembrokeshire CC
Gary Proven (GP)	Ceredigion CC
Adrian Jones (AdJ)	Powys CC
Rachel Evans (REv)	Powys CC




RDC


Beverly B Davies (BD)	Regional Development Coordinator
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**Apologies:**

Sue Thomas (ST)	Ceredigion County Council
Ian Randell (IA)	Pembrokeshire County Council
Louise Webster (LW)	Wales and West Housing Association
Carys James (CJ)	Ceredigion County Council
Cllr Pat Davies (PD)	Pembrokeshire CC
Emily James (EJ)	Pembrokeshire CC
Jonathan Willis (JW)	Carmarthenshire CC
Chris Harrison (ChH)	Carmarthenshire & Pembrokeshire CC
Ian Randell (IR)	Pembrokeshire CC

ITEM	MINUTES/ACTIONS	LEAD
<p><b>1. Welcome, Introductions and Apologies</b></p>	<p>Cllr C. Hughes welcomed everyone to the meeting. CH informed the RCC of the reshuffle of governance in Ceredigion and that she no longer holds the portfolio for adult services and therefore passing on SP/RCC membership and responsibility to colleague Cllr. Alun Williams.</p> <p>CH thanked everyone for the support and all the work done over the past 5 years and wished the Committee all the best for the future.</p> <p>Introductions were made and apologies were noted.</p>	<p><b>CH</b></p> <p>All</p>
<p><b>2. Election of RCC Chair and Vice-Chair</b></p> <p><b>Action</b></p>	<p>Due to work commitments, Sharon Court, the Vice-Chair and the short-term service representative, has stepped down from RCC. Cymorth Cymru has been informed and is currently in the process of electing new representative to the RCC.</p> <p>The RDC will update the RCC of new short-term service providers' representative.</p> <p>CH chaired the election of new RCC Chair and Vice-Chair.</p> <p>The Committee unanimously elected <b>Cllr. Jane Tremlett</b> (authority) as Chair and <b>Rachael Eagles</b> (Service Provider) as Vice-Chair for 2018/19.</p> <p>The new Chair thanked Cllr. Hughes for all the work she did for the RCC.</p>	<p>RDC</p>
<p><b>3. Minutes of the Last Meeting &amp; Matters Arising</b></p> <p><b>Action</b></p> <p><b>Action</b></p>	<p>The accuracy of the minutes were agreed.</p> <p><i>Action Summary from previous meeting (08/03/2018)</i></p> <p>AJ has forwarded the newsletter for Service User Involvement to all – completed.</p> <p>On Regional Agreement on Management Charges – AJ to forward the document to RCC after the meeting.</p> <p>REv asked for more information about the regional work on Management Charges.</p> <p>AJ set a regional picture of management charges and the exercise carried out by SP teams and providers to achieve an agreement. There had been meetings with various service providers to discuss and agree on what the split should be. The Agreement will be circulated to all.</p> <p>Whether the Agreement in the region is consistent with other regions was not clear. AJ will send the Agreement on Management Charges to all providers in the region.</p> <p>On SPURS – Carmarthenshire has put the definitions together and is nearly completed.</p>	<p>All</p> <p>AJ</p> <p>AJ</p> <p>AJ</p> <p>AJ</p>

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4. Declarations of Interest	No Declaration of Interest was raised	
5. Presentation – RCC Regional Framework	<p>BD presented a summary of the scoping exercise being carried out and discussed the following:</p> <ol style="list-style-type: none"> <li>1. What are our RPB's and PSB's priorities and which of these link to our RCC priorities?</li> <li>2. Where do we interlink with the RPBs and PSBs</li> <li>3. How does SP spend fit in with the RPB and PSB's priorities?</li> </ol> <p>BD highlighted the SP Guidance and its requirement for RCC to ensure formal links with Social Services and Wellbeing Regional Partnership Boards (RPB), as well as Public Service Boards (PSB), to establish a robust governance structure and reporting arrangements to ensure the work of the RCC fits in with wider regional commissioning.</p> <p>Please see details of presentations below.</p> <p style="text-align: center;"></p> <p style="text-align: center;">SSWBA - Partnership Working</p> <p>1. Presentation from the WG – RCCs</p> <p style="text-align: center;"></p> <p style="text-align: center;">RCC Links with RPB and PSBs.pptx</p> <p>2. RDC Presentation – RCC, RPB &amp; PSBs</p> <p><b>Action</b></p> <p>The paper presented was incomplete. RDC to incorporate specific priorities and objectives of each PSB and once completed paper to be circulated to RCC for feedback before it is submitted to the Welsh Government.</p> <p>BD presented the proposed RCC Regional Framework and RCC Governance Structure. Please see below.</p> <p style="text-align: center;"></p> <p style="text-align: center;">FRAMEWORK Draft 4.pdf</p> <p>BD reported that she consulted with ChH, Dr. GM, and REa and met with MPalfreman of West Wales RPB to exchange and discuss Area Plans and governance structure when developing the RCC Framework. BD has also shared and exchanged Strategic Plans and Governance with D. Jones of Powys RPB both of whom agreed to meet in the future. BD will be meeting other RDCs on the following day to compare notes and share learning.</p>	<b>BD</b>


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Action	<p>R.Ev pointed out that the Substance Misuse Area Planning Board in Powys is separate from West Wales.</p> <p>BD to amend the RCC Framework.</p>	BD
<p><b>6. Presentation: West Wales Regional Partnership Board Area Plan</b></p>	<p>MP introduced West Wales RPB and his role to RCC. RCC and RPB now share one Chairperson.</p> <p>Please see full presentation below.</p>  <p>Item 6 SPRCC 7 June 2018 Martyn.ppt</p> <p>MP highlighted in the presentation the link between RPB and RCC and how important it is to the delivery of future services.</p> <p>MP recognised the perpetual challenges brought by differences in the priorities of 3 PSBs in the region but that they link with each other focusing on population assessment.</p> <p>The WWC Area Plan is available online and can be found <a href="#">here</a>. It was published in March 2018 and was informed by the Population Assessments and sets out high level strategic objectives for the next five years.</p> <p>MP presented areas for discussions at the end of presentation:</p> <ol style="list-style-type: none"> <li>1. How can we develop links between the RPB and SP/RCC?</li> <li>2. Where are there overlaps between the Area Plan/ RPB agenda and supporting people programme?</li> <li>3. Can RPB activities support the SPRCC in delivering its objectives and vice versa?</li> <li>4. What contribution can supporting people make to the wider agenda as set out in the Area Plan?</li> <li>5. Are there opportunities for joining up respective workstreams?</li> </ol> <p>Can we have somebody to potentially serve as link between two Boards?</p> <p>R.Ev made observations on the complexity of various governance arrangements in the region, having two regional partnership boards, two separate area planning boards; and there is a danger of trying to do everything and not accomplish anything at all because it is so vast. Question was raised on 'where are we going to focus on in terms of key objectives that are common between two areas (Boards). Question was also raised on whether there</p>	<p>MP</p> <p>All</p>

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	<p>is an opportunity between two partnership boards (West Wales and Powys) to working together and identifying where the commonalities are in terms of area plans. Are there clear priorities within those each area plans that we could hang on to or a 'super-area plan' that we can have? This is not to create more bureaucracy but to create simplicity in identifying commonality. This way the RCC can have a better chance of aligning those priorities.</p> <p>GM commended the work of the RDC and asked whether the work can be taken further by doing 'budget mapping'; what budgets are available; are there overlaps in some of that; which can be done by desktop working. How some groups, for example, the Regional Armed Forces Forum will play in the framework? GM added that the working paper is a good foundation but the next step is exciting.</p> <p>AdJ pointed out that whilst the group is talking about prevention and preventing people from going into social and health services, homelessness was not mentioned in the presentation. MP explained that, whilst homelessness is a key issue, the partnership board operates on key legislative framework and focuses its strategies on what's framed in the Act; but there is an opportunity to link with RCC to look at this issue.</p>	
<p><b>7. Presentation and Proposal for Commissioning – Regional Cohesion Coordinator</b></p>	<p>MS delivered a brief presentation on the potential collaboration between SP and Community Cohesion and Equality and Inclusion Programmes (EIP). MS made similar presentation to the RCC a year ago but is looking to move the collaboration forward now that there is RDC in post.</p> <p>Please see full presentation and additional paper here:</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Item 7 RCCJune2018 Micha Paper M. Smith - SP</p> </div> <div style="text-align: center;">  <p>Item 7 Presentation</p> </div> </div> <p>MS encouraged all to come in contact with Equality and Inclusion Programmes but the three programmes SP is able to support on the ground, specifically with the caseworkers and engagement officers, in tackling inequalities around housing and preventing homelessness are:</p> <ol style="list-style-type: none"> <li>1. Travelling Ahead;</li> <li>2. Gypsies, Roma, Travellers; and</li> <li>3. Wales Hate Crime.</li> </ol> <p>Potential in collaboration lies around signposting, training, and funding uplift.</p>	<p><b>MS</b></p>

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	<p>Proposals raised were:</p> <ol style="list-style-type: none"> <li>1. Regional Cohesion Coordinator to work with RDC to put in place the signposting for the support and the advice EIP can give to SP Floating Support Teams and to deliver available trainings;</li> <li>2. To work on the details of enhanced funding proposal for the EIP with an aim to increase support and delivery of the programme; and</li> <li>3. To seek feedback from RCC on the draft of National Community Cohesion Plan.</li> </ol> <p>R.Ev suggested that signposting for the support the EIP can give may not be limited to floating support. MS agreed that there is a need to widen his knowledge of SP to be able integrate EIP in the multiplicity of SP services.</p> <p>GM requested a copy of presentation to circulate to some colleagues in Health.</p> <p><b>Action</b> MS to send copy of presentation to GM.</p> <p>About two years ago, MS worked with colleagues in Powys to hold engagement events in Welshpool. At that time it was felt that there was a need for raising awareness of EIP services but experienced difficulties due to differences in interests, capacity, and lack of funding. If there is funding available, MS will be interested at Polish Support Centre similar to one run in Llanelli. AdJ mentioned that Powys delivers locality based support, has a number of Polish speaking support worker and there is a connection between the two programmes. AdJ is interested at looking to develop something together.</p> <p>BD informed the Committee that REa agreed to formally link WAWDASV to the RCC. REa pointed out that although WAWDASV services is funded by SP there was no link between two Strategic boards. REa also informed RCC that the regional VAWDASV Strategy is out for consultation and encouraged the committee to look it up.</p> <p><b>Action</b> BD asked the Committee to name the formal link between RCC and West Wales RPB. Cllr. JT chairs both Boards and is happy to be the communication link between two boards.</p> <p><b>Action</b> Cllr JT suggested that MS and BD/RDC to work together, RCC to welcome MS back and hear what progress is made.</p>	
<b>8. Regional Homelessness</b>	Apologies were received from J. Morgan and J. Willis. RP informed RCC of updates on Regional Homelessness	<b>RP</b>



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<p><b>Strategy Update</b></p>	<p>Strategy.</p> <p>The Housing (Wales) Act 2014 requires LAs to review housing services and to develop a homelessness strategy which will be reviewed at least every 4 years. The main aim of the strategy is prevention of homelessness as well as securing safe accommodation for homeless people and supporting people who are in crisis or potentially in crisis.</p> <p>There is an expectation from WG that each region comes up with a regional strategy. Not all authorities in the region are doing it but there is now an agreement between four local authorities in Mid and West to develop a single overarching regional strategy. It will have key principles. Underneath the overarching strategy are individual local action plans.</p> <p>LAs are currently working on consultation, speaking to stakeholders and service-users, and analysing data. There is a specialist/consultant working on the Strategy. A lot of work is going on but the key principles and more substantial information will be ready by the next RCC meeting in September.</p> <p><b>Action</b> To agenda Homelessness Strategy in the next meeting.</p>	
<p><b>9. Updates/Progress Reports</b></p>	<ul style="list-style-type: none"> <li>On Flexible Funding AJ reported that WG is looking at implementing the full funding flexibility by April 2019. It means bringing together ten grants into one. There are 7 pathfinders across Wales piloting full funding flexibility, none of which are in our RCC area. There was a concern that the RCC is not involved in the learning process and could be behind the game when it is introduced. AJ pushed his involvement in the process and has attended the non-pathfinder network and consultations to learn from pathfinders.</li> </ul> <p>Pathfinders have put in place their plans on how to spend their money with a view to make decision in the autumn having 6 months to collect data. The amount of data and evidence to inform the decision is an apparent concern. WG has commissioned an independent consultant to review the process and will be contacting a number of people across the pathfinder and non-pathfinders local authorities.</p> <p>AJ raised his concern that only two pathfinders were able to share progress in the past path-finder meetings and not much information were learned. It is also a concern that the non-pathfinder network in not SP</p>	<p><b>AJ</b></p>

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	<p>driven. Flexible funding is complicated by Supporting Accommodation Review (SAR) that is going on as well, with different timeline and proposals. There is no clarity at the moment on the direction of SP in relation to flexible funding and SAR. It was felt that there is no clear direction from WG, and not much information being shared from pathfinder.</p> <p>R.Ev suggested that it will be useful to explore and understand what we are currently doing and have it as an alternative to the pathfinder. We, as a region, can look at what we are already doing in trying to achieve outcomes; in Powys there is a lot of joint commissioning between areas of work which allows virement of funding. The region can look at examples of what is currently done.</p> <p>AJ reminded the RCC of the PAC report which BD circulated to all earlier on. The report shows the evaluation of how WG administers SP as it stands and its move to flexible funding. WG to come up with a response in a month.</p> <ul style="list-style-type: none"> <li>RDC – Annual Review, RCC Website, RCC Development Day BD presented the Annual Review to be submitted to WG by end of June. Please see the Annual Review below.</li> </ul> <p> 2018 ANNUAL REVIEW Final.pdf</p> <p>BD gave a summary of feedback from RCC members. R.Ev suggested that the Review should look at what the services RCC commission; common criticism by WG put on the RCCs is the lack of commissioned regional services. It is a challenge for the RCC moving forward. What can we potentially commission as a region? What makes sense in terms of commissioning at regional level and meeting demands at the local level? These are the kinds of questions we need to explore moving forward.</p> <p>SI pointed out that it has to be recognised that the vast geography of and cultural differences in the region present a challenge to being able to commission regionally.</p> <p>On RCC website - BD informed RCC that a decision has been made on who to commission to develop the RCC website but has been put on hold due to Data Sharing Agreement not yet signed.</p>	<p><b>BD</b></p>



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	<ul style="list-style-type: none"> <li>• LA SP Officers/Local Planning Groups/Spend Plans</li> </ul> <p><b>Carmarthenshire Update</b></p> <ul style="list-style-type: none"> <li>- Information provided to Local Authority Planning Groups in order for the RCC to have knowledge of local priorities and strategic direction.</li> </ul> <p>The last meeting of the Carmarthenshire Supporting People Planning Group was on 1st May 2018. Discussed at this meeting were the following:</p> <ol style="list-style-type: none"> <li>1. Year-end position</li> <li>2. Strategic Planning – discussion of commissioning plan and a progress report of new pilot services prioritised for development in 2017/18. Areas identified – VAWDASV, Offenders, Young People and Substance Misuse</li> <li>3. Discussion of new pilot proposals – Specialist Welfare Benefits and Financial Advice Service in collaboration with Housing colleagues</li> <li>4. Feedback on EIPS and Supported Accommodation review</li> <li>5. Align with VAWDASV strategy to develop a different way of providing VAWDASV services which requires second stage accommodation making it safe for individuals</li> </ol> <ul style="list-style-type: none"> <li>- Progress made against the recommendations made by Welsh Government officials, relating to the recent reviews of the administration of the Supporting People Grant.</li> </ul> <p>Recommendations from last WG review in May 2016 completed. Internal Audit review of outcomes has taken place and audit certificate signed. Work has started on gathering the information for the financial audit that will take place in July/August.</p> <p>A detailed programme of planned services reviews and an update on each service review when undertaken; No services planned to be reviewed since last RCC meeting.</p> <ul style="list-style-type: none"> <li>- Monitoring visits have been undertaken with improvements in performance noted.</li> </ul> <p><b>Pembrokeshire Update</b> (Please see notes from EG)</p> <ul style="list-style-type: none"> <li>- Information provided to Local Authority Planning Groups in order for the RCC to have knowledge of local priorities</li> </ul>	<p><b>AJ</b></p> <p><b>Notes from EG</b></p>

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	<p>and strategic direction.</p> <p>Members of the SPPG met 26.04.2018 where they received a project update. Consistent attendance of the group has been challenging. 2018/19 will see the SP team addressing the retendering of contracts, with opportunities to remodel services which will promote enthusiasm &amp; discussion with the group.</p> <ul style="list-style-type: none"> <li>- Progress made against the recommendations made by Welsh Government officials, relating to the recent reviews of the administration of the Supporting People Grant.</li> </ul> <p>SP Business Case –recruitment process was held during May, with all posts successfully appointed</p> <ol style="list-style-type: none"> <li>1. Commissioning Manager (fixed term contract to 31st March 2019) – JJ appointed as of 14th June 2018</li> <li>2. Commissioning and Contract Management Officer (Open Ended) – 11th June 2018</li> <li>3. Quality Assurance Officer (Open Ended) – 18th June 2018</li> </ol> <p>The additional resource will be able to respond to Pembrokeshire’s SP work plan and recommendations made by the audit team in relation to monitoring &amp; review of services. We will also have the capacity to pick up and progress joint working opportunities with Ceredigion and Carmarthen.</p> <p>EG will be moving across to support the Supported Living Services contracts – as part of this role work will be undertaken with the CTLD &amp; CMHT providers to improve the monitoring and reporting of SP housing related activity.</p> <ul style="list-style-type: none"> <li>- A detailed programme of planned services reviews and an update on each service review when undertaken</li> </ul> <p>BBV/ Gwalia – following the review of the BBV service and the associated Integrated Impact Assessment, this service will cease 10th June 2018. Referrers &amp; customers have been informed by the service provider, Gwalia (Pobl). Customers HRS needs will be supported by the generic floating support services.</p> <p>Dementia Service/ Hywel Dda – the DSW post linked to this service has been vacant since September 2017. Following an unsuccessful recruitment drive, and discussion with the provider, Hywel Dda decided not to</p>	

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	<p>utilise the SP funding further. The decommissioning of this service has provided a positive opportunity to explore pooled funding opportunities with Carers Funding for example, to enable a holistic service to be commissioned for this client group.</p> <p><b>Ceredigion Update</b></p> <ul style="list-style-type: none"> <li>- Commissioning, Supporting People and stakeholders have been undertaking a series of meetings with services and support providers as part of a mapping exercise of services currently being delivered within the Authority. This has involved SP and non-SP funded services, but where there is a cross over or links to SP services. This is the start of a journey towards commissioning of services within Ceredigion in line with the transformation in the Social Care structure and to meet the recommendations from Welsh Government SP review.</li> <li>- There continues to be discussions with colleagues from Families First and Flying Start around potential options of working in preparedness of the flexible funding that is being proposed.</li> <li>- A schedule of interim reviews has been set out and around 70% of these reviews have been carried out with SP projects within Ceredigion.</li> <li>- The SP team have reinstated the supporting people forum meetings with support providers and other stakeholders.</li> <li>- An online service user feedback survey linked to SP outcomes reporting is being developed to contribute to the evaluation of service deliver, outcome verification and to contribute toward part of service user involvement.</li> <li>- Currently awaiting a draft data sharing agreement to be produced from the legal team to have signed off to allow the sharing of information with SAIL/NWIS.</li> </ul> <p><b>Powys Update</b></p> <p>Just about to tender for Homelessness Prevention Services which will include a lot of locality support with an aim or reaching people across Powys; it will have a lot to do around mental health and sensory disability</p>	<p><b>GP</b></p> <p><b>AdJ</b></p>

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	<ul style="list-style-type: none"> <li>Landlords (no updates)</li> <li>Service Providers VAWDASV Strategy is out for consultation; RCC is asked to take some time to read and feedback (No other updates)</li> </ul>	
<p><b>10.AOB- Theme for future meetings</b></p> <p><b>Action</b></p> <p><b>Dates of future meeting/Themes</b></p>	<p>SI suggested the theme: 'Homelessness and Homelessness Prevention' for September</p> <p>Proposed date (20<sup>th</sup>) to be moved to a later date due to conflict in diary of a number of members including the Chair.</p> <p>27<sup>th</sup> September 2018 – Homelessness and Homelessness Prevention</p> <p>13<sup>th</sup> December 2018 – Development Day – Plan Update and EIPS/Flexible Funding</p> <p>7<sup>th</sup> March 2019 – (TBD)</p>	<p><b>All</b></p>